Minutes of the QEP – R & D Committee   September 4, 2009

Present: Don Craig, James Shollenger, Doug Harley, Christin Vega, Gary Merchant, Vernon Kramer, Patricia Walter, Pat Frederick, Paul Johnson, Irene Baker, Barbara Finnegan, Tom Finnegan, David Longnecker II, Eric Moller

The meeting began at 1:00 p.m. Dr. Walter discussed the rating system for the objectives that had been prepared in excel format. Dr. Walter requested that members submit their ratings of each of the items in the four objectives by Friday, Sept. 11, so that she would have time to compile the results before the next meeting. Dr. Walter also distributed copies of time-lines from the QEP from other colleges. Members were asked to study these and to think about a time-line format for our QEP.

James Shollenger is working on names for the Lead Evaluator. That will need to be finalized in October. Also Dr. Walter mentioned that we still need to decide on the final name for the QEP.

The next meeting will be on Friday, September 18, from 1:30 to about 3:30. At that meeting, a decision should be reached on how to format the objectives, student learning outcomes, and the time-line.

Submitted by,

Don Craig
Committee Secretary